

Vendor Exhibitors

Service/Education/Other

Things you need to know –application, rules, rates, contact information



Moving Forward:
Southeast Iowa Housing Conference

Vendor Fee

Please, submit the vendor fee with your application. Your vendor fee includes the use of a draped table and two chairs. Estimated booth area is 8' x 10'.

Type of organization	Vendor fee
For profit: service, retail or other	\$100
Non-profit/governmental/educational	\$75

Deadline

Applications are reviewed as they are received and you will be notified as soon as possible, but no later than 2 weeks after receipt of your form and payment. Please, submit your application and payment by April 3rd.

Event Timeline

Set-up is tentatively scheduled to begin at 7:30am, but is subject to change. Tear down is tentatively scheduled to begin after the last speaker of the day and be completed by 4:30pm. The day will include several breaks between speakers and workshops and there will be ample time for people to explore the vendor exhibit area. More information about the event can be found at: <https://pathfindersrcd.org/housingconference/>

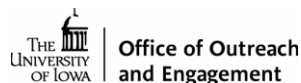
Space and Location

We reserve the right to approve each vendor's participation. Booth location will be based on the products and services listed on your application. Your booth will include a clothed table and two chairs, but no other equipment. If you need access to a power outlet, please inquire and we will do our best to accommodate you.

Sponsors and Products

The Southeast Iowa Housing Conference is made possible through funding from Pathfinders RC&D, Iowa State University Extension Outreach, and University of Iowa. Additional sponsorship helps to keep down the participation cost of the event. If you are interested in becoming a sponsor for the event, please contact suzannah@pathfindersrcd.org

This event is made possible with support from Pathfinders RC&D, Iowa State University Extension Outreach, University of Iowa, and the Fairfield Economic Development Association



Evaluation

By vending at the Southeast Iowa Housing Conference, you agree to fill out a post event survey, which helps the organizers understand the impacts of the event and how the event could be improved in the future.

Cancellation

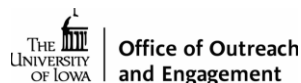
After you are sent notice of your acceptance, vendor fees are refundable within 7 days. After 7 days of your application acceptance, vendor fees are non-refundable.

Security and Liability

Pathfinders RC&D, Iowa State University Extension Outreach, and University of Iowa (the organizers) are not responsible for damage to, loss, or theft of property to a vendor, vendor agent, employees, business invitees, visitors or guests. Vendors shall carry their own appropriate insurance as herein required. Vendors agree to protect, save, and hold harmless the organizers and its members, and/or any person, organization or corporation for whom the organizer contracts with forever for any and all damages or charges imposed for violations of any law or ordinance, whether occasioned by negligence of the vendor or those holding under the vendor. All vendors shall at all times, protect, indemnify, save and hold harmless the organizer and its members, and/or any person, organization or corporation for whom the organizer contracts with against and from any and all losses, costs (including attorney's fees), damage, liability, or expense arising from or out of or by reason of any accident or bodily injury of other occurrence to any person or persons, including the vendor, its agents, employees, and business invitees, which arises from or out of or by reason of said vendor's occupancy and of the exhibition premises or a part thereof. The decision of the organizers shall be accepted as final in any disagreement between vendors or in the decision to remove from the event without refund any vendors performing an act or practice, which, in the opinion of the organizer, is objectionable. All matters not covered in this agreement are subject to the decision of the organizers. If legal action must be taken, vendors will incur all legal fees.

Moving Forward: Southeast Iowa Housing Conference is an education and outreach event organized by Pathfinders RC&D, a 501c3 non-profit organization. All proceeds will support future housing programming

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VENDOR APPLICATION



Moving Forward:
Southeast Iowa Housing Conference

Vendor/Business Name:			
Contact Name:			
Address:			
City, State and Zip:			
Email:			
Cell Phone:		Work Phone:	

Vendor Pricing/Calculation

For profit service/retail/other.....	\$100	\$
Non-profit community/govt./educational.....	\$75	\$
Additional sponsorship/donation amount..... Up to \$499, \$500-\$999, \$1000+		\$
TOTAL		\$

Please list any specific requests/requirements for your booth:

Vendor/Business Name: _____

By signing below, I have read and agree to all the event terms and requirements. I understand by signing below that my business name or logo may not be included in all marketing and publicity materials.

Signature

Printed Name

Date

Please, make checks payable to Pathfinders RC&D or contact suzannah@pathfindersrcd.org to pay via PayPal.

Please, email this completed form to suzannah@pathfindersrcd.org or mail it to:

Pathfinders RC&D
Attn: Housing Conference
304 South Maple Street, Suite 101
Fairfield, Iowa 52556

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Office of Outreach
and Engagement

